



Objectives that Work—Training Starter Template

Objectives: All participants in the training will

- Understand the value and components of well-developed objectives.
- Be able to write objectives that
 - Specify what youth should know or be able to do as a result of an activity or lesson.
 - Include how the learning will be demonstrated.
 - Reflect the target learners, whether “everyone” or a subset of the group.
 - Address content knowledge, development, or skill building for success in school.

Total amount of time: _____

Number of participants: _____

Preparation: _____

Materials: _____

Training Opening

- Engage Participants. _____ minutes
(Icebreaker/warm-up activity related to the topic)

- Introduce the Topic. _____ minutes
(Motivate participants, show them why the topic is important, share objectives and agenda.)



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Training Middle

___ minutes

(Explain the topic in detail, demonstrate and discuss the concept, and practice and apply the topic.)

- Ask participants what they do now to focus on learning targets and how they know whether the learning has been achieved. Discuss how staff talk with teachers and parents about what children and youth are learning in afterschool. Ask who has had experience writing objectives.
- Elicit ideas from the group and explain the value of well-developed objectives, including:
 - Focuses the leader on specific outcomes or results.
 - Guides planning and implementation.
 - Points toward demonstration and documentation of learning.
 - Enriches communication with school-day teachers and families.
- Explain that well-developed objectives include
 - A statement of what youth should know or be able to do as a result of an activity, lesson, or project. Objectives may include multiple learning goals, or each goal may be stated in a separate objective.
 - Evidence for staff of participants' learning.
 - Identification of target audience or participants.
- Ask someone to share an objective, from any area. Discuss elements. In small groups, draft two or three objectives for program activities. Compare and review for completeness and specificity.
- In pairs, review past activity or project plans; examine and revise objectives.
- Ask each participant to pick a favorite afterschool activity and develop at least three learning objectives for it. Post, and discuss examples.



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Training Wrap-Up and Closing

- Summarize, consolidate. _____ minutes
(Reconnect with the objectives, check for understanding, discuss questions.)

- Plan next steps. _____ minutes
(Be specific about application to immediate practice.)

- Closing comments. _____ minutes
(Acknowledge, motivate, inspire.)

Post-Training Assessment and Revision

- Formal or informal assessment of effectiveness of training.
- Note changes to make.
- Note areas for additional training.